



**Town of Burgaw**  
**Board of Commissioners Meeting**  
**Historic Train Depot, 115 South Dickerson Street, Burgaw NC**  
**December 14, 2021 at 4:30 PM**

**AGENDA**

1. **Call to Order – *Mayor Kenneth Cowan***
2. **Invocation - *Reverend Nick Smith***
3. **Pledge of Allegiance – *All***

**OLD BUSINESS**

4. **Approval of Old Business Agenda**
5. **Approval of Old Business Consent Agenda**
  - A. Approval of the November 9, 2021 Regular Meeting Minutes
  - B. Ordinance 2021-30 Amending the FY 2021-2022 budget to recognize insurance proceeds from police car damages

*\*Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.*

**SPECIAL PRESENTATIONS/REQUESTS**

6. Recognition of retiring Town Employee Robert Burns – *Mayor Kenneth Cowan*
7. Presentation honoring Pender Early College High School as recipient of the National Blue Ribbon Award – *Mayor Kenneth Cowan*
8. Special presentation for outgoing Board of Commissioner James Murphy and Mayor Kenneth Cowan – *Mayor Pro-tem Wilfred Robbins*

**ORGANIZATIONAL MEETING**

9. The Oath of Office will be administered to newly elected Mayor and Board of Commissioners members as follows:

*Mayor Elect Olivia Dawson – Oath administered by the Honorable Judge James Faison*

*Commissioner Elect Jan Dawson – Oath administered by the Honorable Judge James Faison*

*Commissioner Elect James R. Malloy – Oath administered by the Honorable Judge Gary E. Trawick*

10. Election of Mayor Pro-tem – Board of Commissioners - *nomination and appointment by motion of the Board*
11. Oath of Office for newly appointed Mayor Pro-tem – *to be administered by Mayor Olivia Dawson*
12. Appointment of Council of Governments (COG) Representative and Alternate Representative – *Mayor and Board of Commissioner discussion with motion by the Board to appoint*

**BREAK (5:30 or thereabout)**

*There will be a five minute break in order to allow citizens to sign up for Public Forum.*

**PUBLIC FORUM**

13. **Public Forum** - *The Public Forum is for non-public hearing items only. Speakers must sign in, step to the podium when recognized, state your name and residence address. Remarks should be limited to three (3) minutes per speaker.*

**NEW BUSINESS**

14. **Approval of New Business Agenda**

**SPECIAL PRESENTATIONS/REQUESTS**

15. Pender County Emergency Management – *Tommy Batson, Director*
16. Tourism Development Authority Updates – *Jennifer Hansen, Chair*
17. NC Blueberry Festival Association request – *Jaliese Redman, Executive Director*

**DEPARTMENTAL ITEM**

**Parks, Recreation & Tourism Department – *Cody Suggs, Director***

18. Discussion regarding the collection of fees for town events at the Burgaw Community House

**ITEMS FROM ATTORNEY – *Zachary Rivenbark, Town Attorney***

19. To be announced

**ITEMS FROM MANAGER – *James Gantt, Town Manager***

20. Update on current town projects
21. Other items to be announced

**ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS**

22. Resolution 2021-25 Approval of the 2022 Board of Commissioners regular meeting schedule
23. Discussion regarding the 2022 Pender County Municipal Association Meeting & Dinner
24. Other items to be announced
25. **CLOSED SESSION** – pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege and NC GS 143-318.11(a)(6) Personnel

**26. ADJOURNMENT**